The US Army QMC&S,
The Army Center of Excellence, Subsistence
and The Directorate of Training
Proudly Presents:

AFMIS Training_
For The Dining Facility Manager

Presented By:
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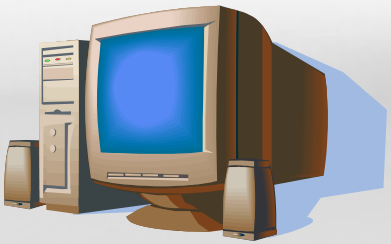


AFMIS Operation Mgmt. Checks

- **Workstation / AFMIS Security**
  - ✓ Password Security and Protection
  - ✓ Users and Licensing
- **Problem Reporting**
  - ✓ User Error / Reporting Procedures
  - ✓ Manager Correction Steps
  - ✓ Food Advisory Assistance
  - ✓ Support – IFA / TISA / SA

AFMIS Operation Mgmt. Checks

- **Printed Reports - Outputs**
  - ✓ Guidelines
  - ✓ MARKS Filing
- **Standards – SOP / Work Schedules**
  - ✓ Sets Priorities
  - ✓ Distribution / Delegation of Work
  - ✓ Time Management
  - ✓ Ensures Task Completion

AFMIS Operation Mgmt. Checks

- **Continuity of Operations / Contingency**
  - ✓ Standards - All
  - ✓ Reporting / Continuing Work
- **Formal Problem Reporting / Changes**
  - ✓ DA Form 5005-R
  - ✓ Instructions Found – Appendix F
  - ✓ Dual Purpose Form
  - ✓ Efficient System – If Used

AFMIS Operations Support

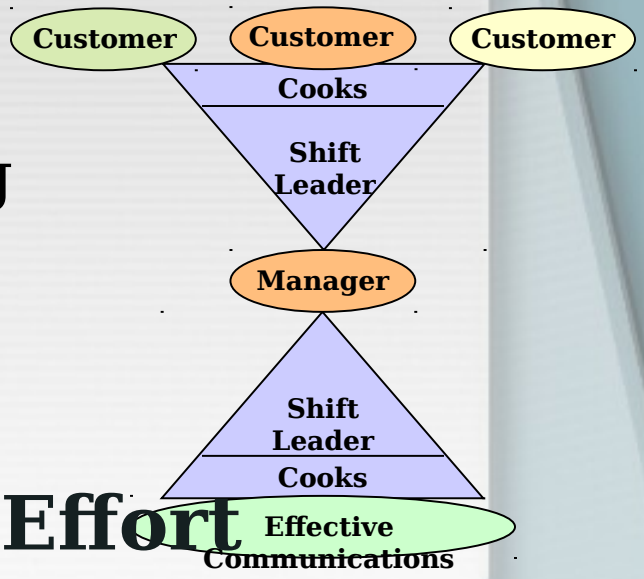
- **AFMIS Training / Dining Facility**
  - ✓ Train Up
  - ✓ Rotating Personnel
  - ✓ Trainable Areas
  - ✓ Advantages of “Good” Training

Administration
Rations
Management

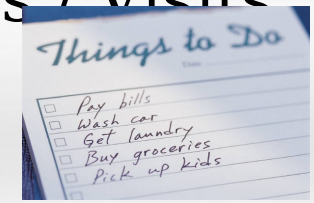
- **AFMIS Training / Directorate of Training**
  - ✓ BNCOC – 8 Days
  - ✓ ANCOC – 7 ½ Days
  - ✓ FSM / Warrant – 5 Days

AFMIS Operations Support

- **Communications and AFMIS**
  - ✓ Unit Support - METL
  - ✓ Training Meetings
  - ✓ Training Curve Planning
  - ✓ Dining Facility Goals / Objectives
  - ✓ Needs – Command Briefings / Visits



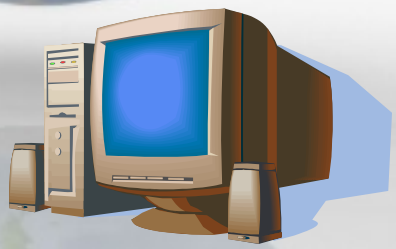
- **Action – Involvement - Effort**



AFMIS_ Administration Management

- General AFMIS Admin. Files
- Personnel
- Finance and Accounting
- Equipment Replacement
- Cook Status

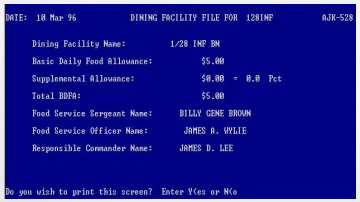
When? As Needed / Quarterly



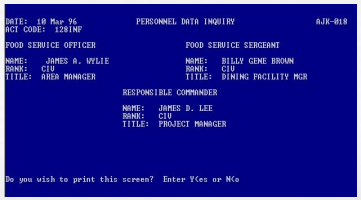
AFMIS Admin. Management

Management Tools

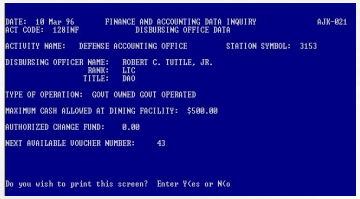
- ✓ Dining Facility File Inquiry
- ✓ Key Personnel Inquiry
- ✓ FAO Data Inquiry
- ✓ Cook Status Inquiry


DATE: 10 Mar 96 DINING FACILITY FILE FOR 128INF AJK-S28
Dining Facility Name: 1/28 INF BN
Basic Daily Food Allowance: $5.00
Supplemental Allowance: $0.00 = 0.0 Pct
Total BDFA: $5.00
Food Service Sergeant Name: BILLY GENE BROWN
Food Service Officer Name: JAMES A. WYLIE
Responsible Commander Name: JAMES D. LEE
Do you wish to print this screen? Enter YCes or NCo

DF File Inquiry



DF Personnel

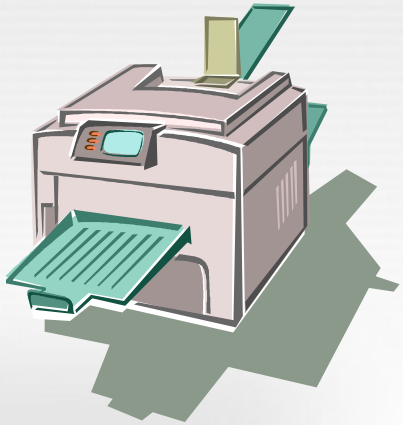

DATE: 10 Mar 96 FINANCE AND ACCOUNTING DATA INQUIRY AJK-021
ACT CODE: 128INF
DISBURSING OFFICE DATA
ACTIVITY NAME: DEFENSE ACCOUNTING OFFICE STATION SYMBOL: 3153
DISBURSING OFFICER NAME: ROBERT C. TUTTLE, JR.
RANK: LTC
TITLE: DAO
TYPE OF OPERATION: GOUT OWNED GOUT OPERATED
MAXIMUM CASH ALLOWED AT DINING FACILITY: $500.00
AUTHORIZED CHANGE FUND: 0.00
NEXT AVAILABLE VOUCHER NUMBER: 43
Do you wish to print this screen? Enter YCes or NCo

Disbursing Office Data

AFMIS Admin. Management

Management Reports

- ✓ Daily Batch Report
  - File Updates
- ✓ Equipment Summary Report
  - Authorized – On Hand – Over/Short
- ✓ Equipment Inventory
  - Detailed Report
- ✓ Cook Status Report
  - Personnel Records

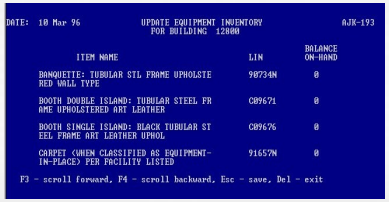


AFMIS Admin. Management

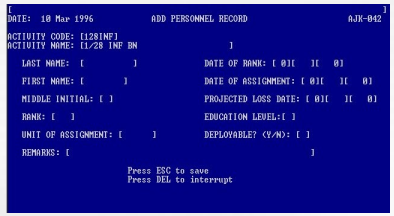
- **Administration Files Processing**
  - ✓ Key Personnel Updates
  - ✓ FAO Updates
  - ✓ Equipment Replacement Processing
  - ✓ Cook Status Processing

DATE: 10 Mar 96 UPDATE EQUIPMENT INVENTORY FOR BUILDING 12800 AJK-192
SERIAL NUMBER: 1234 NSN: LIN: 012345
ITEM NAME: THE SFC O HIGH SPEED LOW DRAG SOLAR TORSTER. 600 SLICE CAPACITY.
(ITEM NOT FOUND ON CTA 50-909 OR AMDF)((NOT AUTHORIZED TO USE IN ARMY))
MANUFACTURER:
MODEL NUMBER:
ACQUISITION YEAR:
LIFE EXPECTANCY:
ACQUISITION COST:
ENERGY SOURCE CODE:
NEW LOCATION:
REMARKS:

Electrical / Mechanical


DATE: 10 Mar 96 UPDATE EQUIPMENT INVENTORY FOR BUILDING 12800 AJK-193
ITEM NAME LIN BALANCE ON-HAND
BANQUETTE: TUBULAR STL FRAME UPHOLSTE RED WALL TYPE 98734N 0
BOOTH DOUBLE ISLAND: TUBULAR STEEL FR AME UPHOLSTERED ART LEATHER C09671 0
BOOTH SINGLE ISLAND: BLACK TUBULAR ST EEL FRAME ART LEATHER UPHOL C09676 0
CARPET (WHEN CLASSIFIED AS EQUIPMENT- IN-PLACE> PER FACILITY LISTED 91657N 0
F3 - scroll forward, F4 - scroll backward, Esc - save, Del - exit

Equipment - Other


DATE: 10 Mar 1996 ADD PERSONNEL RECORD AJK-042
ACTIVITY CODE: [128INF]
ACTIVITY NAME: [1/28 INF BN]
LAST NAME: [ ]
DATE OF RANK: [01[ ][0]
FIRST NAME: [ ]
DATE OF ASSIGNMENT: [01[ ][0]
MIDDLE INITIAL: [ ]
PROJECTED LOSS DATE: [01[ ][0]
RANK: [ ]
EDUCATION LEVEL:[ ]
UNIT OF ASSIGNMENT: [ ]
DEPLOYABLE? (Y/N): [ ]
REMARKS: [ ]
Press ESC to save
Press DEL to interrupt

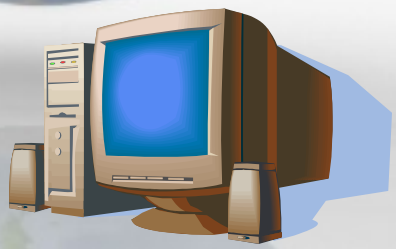
Cook Status

AFMIS_
Menu Planning Management

- Management Reports
- Non-AFMIS Menu Checks
- Management Tools
- Menu Planning Process
- Working PS Guidelines

When? Up to 20 Days Out

Monday – Wednesday - Friday



Menu Planning Management

Management Reports

- ✓ Daily Batch Report
  - Recipe Updates – Menu Updates
- ✓ Prices Update Report
  - TISA Support
- ✓ PV Inquiry (Printed)
  - Check Orders Status
- ✓ Template Reports
  - Number – Description
- ✓ Master Menu
  - IFA Support

Menu Planning Management

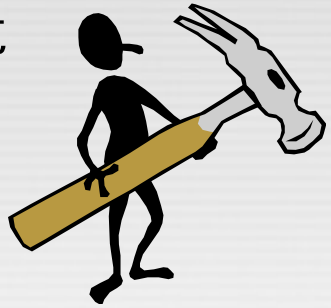
Non-AFMIS Menu Checks

- ✓ Residual Accountability
  - Incorporated Into Menus
- ✓ Training Curve Planning
  - Customer – Unit Support
- ✓ Participation Rate
  - Based on Meal Card Holders
- ✓ Utilization Rate
  - Based on Design Capacity
- ✓ Menu History
  - Popularity – Cost Effectiveness - Marketing

Menu Planning Management

Management Tools

- ✓ Issue Frequency Schedule
- ✓ Menu Planning Checklist
- ✓ Account Status
- ✓ Fiscal Year Status



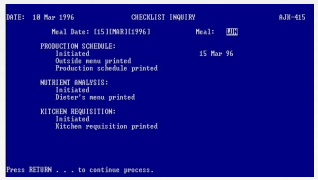
DATE: 10 Mar 96 ISSUE FREQUENCY SCHEDULE AJK-388

SUBMISSION DEADLINE	ISSUE DATE	MEAL (CONSUMPTION) DATES
28 Feb	02 Mar	03 Mar 04 Mar
02 Mar	04 Mar	05 Mar 06 Mar 07 Mar
05 Mar	07 Mar	08 Mar 09 Mar
07 Mar	09 Mar	10 Mar 11 Mar
09 Mar	11 Mar	12 Mar 13 Mar 14 Mar
12 Mar	14 Mar	15 Mar 16 Mar

F3 - PAGE FORWARD F4 - PAGE BACK

Press ESC when finished

Issue Frequency Schedule



DATE: 10 Mar 1996 CHECKLIST INQUIRY AJK-415

Meal Date: [15]MAR[19]96 Meal: JUN

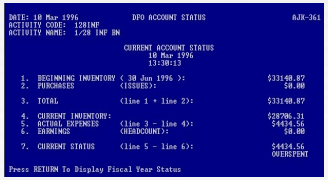
PRODUCTION SCHEDULE:
Initiated 15 Mar 96
Outside menu printed
Production schedule printed

NUTRIENT ANALYSIS:
Initiated
Dieter's menu printed

KITCHEN REQUISITION:
Initiated
Kitchen requisition printed

Press RETURN . . . to continue process.

Menu Checklist



DATE: 10 Mar 1996 DFO ACCOUNT STATUS AJK-361
ACTIVITY CODE: 1281MF
ACTIVITY NAME: 1/28 INF BN

CURRENT ACCOUNT STATUS
10 Mar 1996
13:30:13

1. BEGINNING INVENTORY	(30 Jun 1996):	$33140.87
2. PURCHASES	(ISSUES):	$0.00
3. TOTAL	(line 1 + line 2):	$33140.87
4. CURRENT INVENTORY:		$28706.31
5. ACTUAL EXPENSES	(line 3 - line 4):	$4434.56
6. EARNINGS	(HEADCOUNT):	$0.00
9. CURRENT STATUS	(line 5 - line 6):	$4434.56 OVERSPENT

Press RETURN To Display Fiscal Year Status

Account Status

DATE: 10 Mar 1996 DFO ACCOUNT STATUS AJK-362
ACTIVITY CODE: 1281MF
ACTIVITY NAME: 1/28 INF BN
FISCAL YEAR 1996 TO JUN

MONTH	DATE	UNDER SPENT	OVER SPENT
NOV	11/30/1995	----------	$2,915.85
DEC	12/31/1995	----------	$13,985.02
JAN	01/31/1996	$4,062.00	----------
FEB	02/29/1996	----------	$600.84
MAR	03/31/1996	----------	$14,371.13
APR	04/30/1996	----------	$3,822.12
MAY	05/31/1996	$11,102.51	----------
JUN	06/30/1996	$1,657.86	----------
TOTAL		$16,822.37	$34,814.96 $17,992.59 OVERSPENT

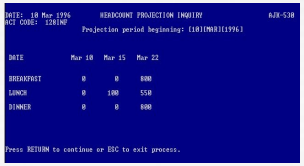
WHEN FINISHED VIEWING DATA, PRESS (ESC)

Account Status Fiscal Year

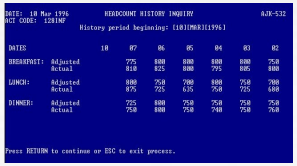
Menu Planning Management

- **Management Tools - Continued**
  - ✓ Earnings and Expenditure Record
  - ✓ Headcount Projections
  - ✓ Headcount History
  - ✓ Recipe Review

E & E Report



Headcount Projections



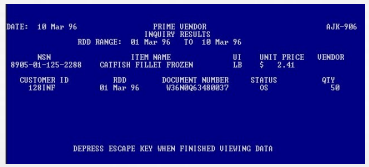
Headcount History

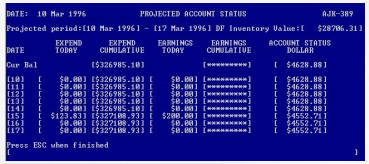
Recipe Review

Menu Planning Management

- **Management Tools - Continued**
  - ✓ BOH Inventory Review
    - Sensitive Items
  - ✓ PV Orders Review (Screen)
  - ✓ Projected Account Status
    - Displays 8 Days Planned

DATE: 10 Mar 96 DINING FACILITY OPERATIONS PCN AJK-FR1
ACT CODE: 128INF DINING FACILITY INVENTORY REPORT
NSN ITEM NAME U/I U/P BOH
8905-00-044-1854 PIG FEET LB .69 0
8905-00-044-1855 PORK HOCKS SMOKED LB .69 0
8905-00-044-5324 PATTAMOC, COOKED LB 2.34 0
8905-00-044-5318 BRATWURST LB 2.34 0
8905-00-044-5325 KNOCKWURST LB 2.53 0
8905-00-044-5565 ITALIAN SAUSAGE, HOT LB 1.59 0
8905-00-044-5416 ITAL SAUSAGE MARIT ROSA LB 2.33 0
8905-00-044-5805 POLISH SAUSAGE LB 1.59 40
8905-00-044-6097 CORNISH HEN LB 1.49 66
8905-00-044-6098 CHICKEN WINGS, RAW BREADED LB 1.49 0
8905-00-126-5416 CHICKEN WINGS LB .88 0
8905-00-126-6062 PORK BUTT FCN SHOULDER LB .88 0
8905-00-126-8743 PORK SPARERIBS FCN LB 1.49 0
8905-00-133-5806 OVEN ROAST, KNUCKLE LB 1.68 410
8905-00-133-5807 POT ROAST, SHOULDER LB 1.28 141
Press RETURN to continue . . .
PAGE 1
BOH Inventory

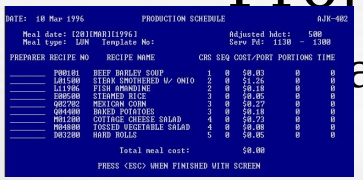

DATE: 10 Mar 96 PRIME VENDOR AJK-906
INQUIRY RESULTS
RDD RANGE: 01 Mar 96 TO 10 Mar 96
NSN ITEM NAME UI UNIT PRICE VENDOR
8905-01-125-2280 CATFISH FILLET FROZEN LB $ 2.41
CUSTOMER ID RDD DOCUMENT NUMBER STATUS QTY
128INF 01 Mar 96 V36A0Q63480UE77 OS 50
DEPRESS ESCAPE KEY WHEN FINISHED VIEWING DATA
PV Order Status



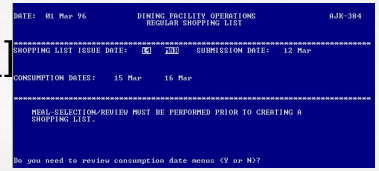
Projected Account Status

Menu Planning Management

- **Menu Planning Process – 15 to 20 Days**
  - ✓ Working Production Schedule
    - Building Database – Mgmt. Tools
  - ✓ Create Working Shopping List
    - Costs – NIS Items – Recipe Conversion
  - ✓ Projected Account Status
  - Manual


DATE: 10 Mar 1996 PRODUCTION SCHEDULE AJK-402
Meal date: (20)(MAR)(1)(1996) Adjusted hdct: 500
Meal type: LUN Template No: Serv Pd: 1130 - 1300
PREPARER RECIPE NO RECIPE NAME CRS SEQ COST/PORT PORTIONS TIME
PRESS (ESC) WHEN FINISHED WITH SCREEN

Production Schedule


DATE: 01 Mar 96 DINING FACILITY OPERATIONS AJK-384
REGULAR SHOPPING LIST
SHOPPING LIST ISSUE DATE: 01 2000 SUBMISSION DATE: 12 Mar
CONSUMPTION DATES: 15 Mar 16 Mar
MEAL-SELECTION/REVIEW MUST BE PERFORMED PRIOR TO CREATING A SHOPPING LIST.
Do you need to review consumption date menus (Y or N)?

Shopping List

DATE: 10 Mar 1996 PROJECTED ACCOUNT STATUS AJK-389
Projected period:(10 Mar 1996) - (17 Mar 1996) BF Inventory Value:[$28706.31]
DATE EXPEND TODAY EXPEND CUMULATIVE EARNINGS TODAY EARNINGS CUMULATIVE ACCOUNT STATUS DOLLAR
Cur Bal [$326985.10] [*********] [$4628.88]
Press ESC when finished

Projected Account Status

Menu Planning Management

Menu Management Controls

* Subsistence Management will be Discussed in the Next Les

- ✓ Shopping Lists are Updated and Sent
- ✓ Subsistence Items are Received
- ✓ Items are Checked
- ✓ Verified to Match Planned Meals
- ✓ Production Schedule Process Completed
  - Breakdown Adjusted Headcount – Main / Short Order
  - Set SOP Items to Current Policy
  - Enter Preparation Times
  - Complete Special Instruction
  - PRINT – Production Schedule and Kitchen Requisition

Menu Planning Management

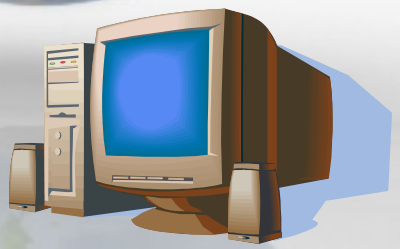
- **Menu Management Controls – Cont.**
  - ✓ Create Additional Production Schedules
    - Production Areas – Corrective Training – OJT Program
  - ✓ Create and Print Dieter's Menu
  - ✓ Print Outside Menus
  - ✓ Print Supporting Recipes
    - Multiple Reports
    - Prints Selected Recipe
    - Recipes are Converted
    - Preparation Standards
    - Ingredient Control
    - Portion Control

AFMIS_ Subsistence Planning & Mgmt.

- Management Checks
- Management Tools
- Subsistence Planning
- Subsistence Processing
- Subsistence Receipt

When? 2 to 4 Days Prior to Submission Date

Prior to “Finalizing” Production Schedules



Subsistence Management

Management Tools

- ✓ Inventory BOH
  - Increased Inventory
  - Stock Piling - Liability
- ✓ Prime Vendor Orders Review
  - Orders Status
  - Increasing Inventory
  - Additional Orders
- ✓ Projected Account Sta
  - Numerous Changes

Subsistence Management

Subsistence Planning

- ✓Subsistence Checklist
- ✓Master Item File Review / Research
  - U/I – U/P
  - Description – Pack / Pack Qty
  - Best Price
- ✓ PV Catalog
  - TISA MIF

DATE: 01 Mar 1996 CHECKLIST INQUIRY AJK-391
Meal date: [15JUMAR]1996]
MEALS INFORMATION HEADCOUNT INFORMATION
SELECT
BREAKFAST LUNCH DINNER
REGULAR MEALS:
Breakfast ( )
Lunch (x)
Lunch (short order) ( )
Dinner ( )
Dinner (short order) ( )
OPTIONAL MEALS:
Brunch ( )
Supper ( )
Night (dinner) ( )
Night (breakfast) ( )
Projected: [ ] [0] [ ]
Adjusted: [ ] [100] [ ]
SHOPPING LIST INFORMATION
Generated: [ ]
Released to TISA: [ ]
TISA issue date: [ ]
*No Shopping List has been Generated.
Do you want a printed report (Y or N)?

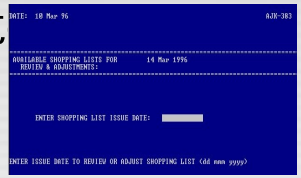
Checklist

DATE: 10 Mar 96 MASTER ITEM FILE AJK-527
National Stock Number
Item Name *SHRIMP*
Perish Code
TO SELECT ALL ITEMS . . . Press ESC . . . OR
Enter QUERY-BY-EXAMPLE DATA . . . Press ESC . . .
Do you want the output to go to the screen or printer (S/P)?

MIF

Subsistence Management

- **Subsistence Processing**
  - ✓ Update Shopping Lists - Send
    - Verify / Revise / Substitut
    - Print Additional
    - Delete if NOT Sending
    - Send BOTH


DATE: 10 Mar 96
AJN-303
AVAILABLE SHOPPING LISTS FOR REVIEW & ADJUSTMENTS:
14 Mar 1996
ENTER SHOPPING LIST ISSUE DATE:
ENTER ISSUE DATE TO REVIEW OR ADJUST SHOPPING LIST (dd mmm yyyy)
Shopping List

- **Subsistence Receipt**
  - ✓ Prime Vendor Receipt Processing
    - Verify / Modify / Add
    - Send - WRITE
    - After Batch – Updates BOH

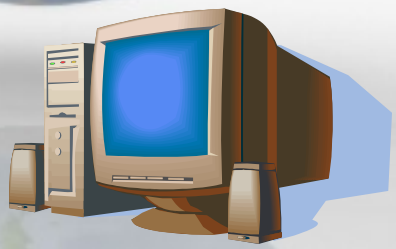
*** Final Production Schedule Process Begins From This P**

AFMIS_ Inventory Planning & Mgmt.

- Management Checks
- Management Tools
- Inventory Procedures
- Inventory Processing

When? Non-Issue Days

Tuesday - Thursday



Inventory Planning and Mgmt.

Management Checks

- ✓ Physical Counts
  - Ensure Items are “Physically Counted”
- ✓ Weekly All Items
  - Prior to Monthly
- ✓ BOH Inventory
  - DO NOT USE
- ✓ Cannot “Cancel” After “Finalize”
- ✓ Two Personnel
  - If Possible – FY Required
- ✓ Once “Started” - Complete

Inventory Planning and Mgmt.

- **Management Tools / Procedures**
  - ✓ Daily Batch Report
    - Issues to BOH
  - ✓ Kitchen Requisitions
    - Processed
  - ✓ Transfers
    - Processed

28 Mar 1996 DFO DAILY BATCH REPORT AJK-807
PLEASE ENTER THE DATE OF THE DAILY REPORT YOU WISH TO PRINT
YOU MAY GO BACK UP TO SIX(6) DAYS
DATE OF REPORT: [ ][ ][ ]
dd mmm yyyy

Daily Batch

DATE: 28 Mar 1996 KITCHEN REQUISITION AND RETURNS AJK-411
Meal Date: [15][MAR][1996] Meal Type: [LUN]
ITEM DESCRIPTION U/I EST QTY ISSUE QTY RETURN QTY
Accessing database. Please wait.

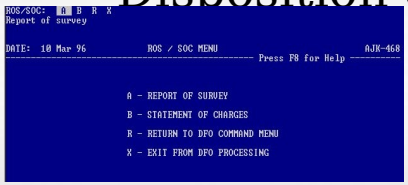
Kitchen Requisition

TRANSFERS : A B C D R X
DF to DF
DATE: 18 Mar 96 TRANSFERS MENU AJK-424
Press F8 for Help
A - DF TO DF
B - TURN-IN TO TISA
C - DF TO UNIT
D - UNIT TO DF
R - RETURN TO DFO COMMAND MENU
X - EXIT FROM DFO PROCESSING

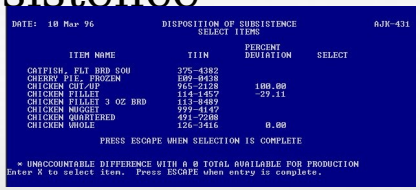
Transfers

Inventory Planning and Mgmt.

- **Management Tools / Procedures**
  - ✓ Report of Survey / Statement of Charges
    - Processed - TISA
  - ✓ Prime Vendor Receipts - Status
    - Processed – Dining Facility
    - Processed - TISA
  - ✓ Sensitive Items Check
    - Percent Deviation Report
    - Disposition of Subsistence


ROS/SOC: A B R X
Report of survey
DATE: 10 Mar 96
ROS / SOC MENU
AJK-468
Press F8 for Help
A - REPORT OF SURVEY
B - STATEMENT OF CHARGES
R - RETURN TO DFO COMMAND MENU
X - EXIT FROM DFO PROCESSING

ROS / SOC

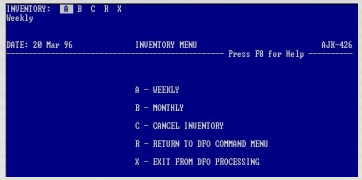

DATE: 10 Mar 96
DISPOSITION OF SUBSISTENCE
SELECT ITEMS
AJK-431
ITEM NAME
TIIN
PERCENT DEVIATION
SELECT
CATFISH, FLT BRD SOU 375-4382
CHERRY PIE, FROZEN 899-0438
CHICKEN CUT-UP 965-2128 100.00
CHICKEN FILLET 114-1457 -29.11
CHICKEN FILLET 3 OZ BRD 113-0489
CHICKEN NUGGET 999-4147
CHICKEN QUARTERED 491-7288
CHICKEN WHOLE 126-3416 0.00
PRESS ESCAPE WHEN SELECTION IS COMPLETE
* UNACCOUNTABLE DIFFERENCE WITH A 0 TOTAL AVAILABLE FOR PRODUCTION
Enter X to select item. Press ESCAPE when entry is complete.

Percent Deviation

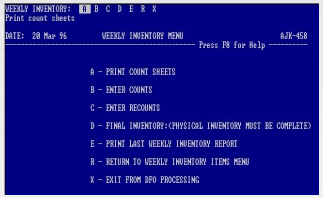
Inventory Planning and Mgmt.

Inventory Processing

- ✓ Print Count Sheet
  - Activity Only
- ✓ Physical Counts
  - Actual Counts – No BOH
- ✓ Enter Counts
  - Do Not Reconcile
- ✓ Print Recount Sheets
  - Do the RESEARCH
- ✓ Enter Recounts
  - "New Counts" will be New BOH after "Finalize"
- ✓ Finalize Inventory



Inventory Selections


WEEKLY INVENTORY: A B C D E R X
Print count sheets
DATE: 20 Mar 96
WEEKLY INVENTORY MENU
AJK-458
Press F8 for Help
A - PRINT COUNT SHEETS
B - ENTER COUNTS
C - ENTER RECOUNTS
D - FINAL INVENTORY:(PHYSICAL INVENTORY MUST BE COMPLETE)
E - PRINT LAST WEEKLY INVENTORY REPORT
R - RETURN TO WEEKLY INVENTORY ITEMS MENU
X - EXIT FROM DPO PROCESSING

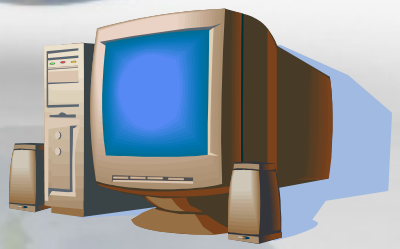
Inventory Process

AFMIS_ Headcount Planning & Mgmt.

- Management Tools
- Management Reports
- Headcount Processing

When? Daily

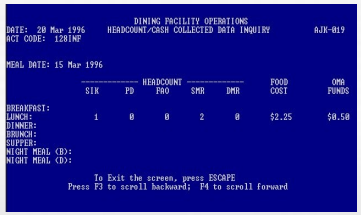
POS – Download End of Every Meal



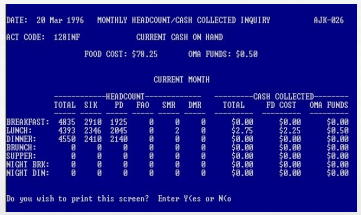
Headcount Planning and Mgmt.

Management Tools

- ✓ Current Day / Cash Collected
  - Per Day Cumulative
- ✓ Monthly HC / Cash Collected
  - Start of Account to Current Date - Cumulative
  - Cash Verification



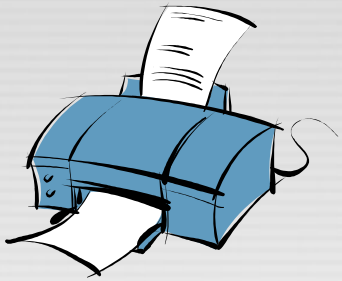
Current Day


DATE: 20 Mar 1996 MONTHLY HEADCOUNT/CASH COLLECTED INQUIRY AJK-026
ACT CODE: 1281NF
CURRENT CASH ON HAND
FOOD COST: $78.25 OMA FUNDS: $0.50
CURRENT MONTH
HEADCOUNT
CASH COLLECTED
TOTAL SIK PD PAO SMR DMR
TOTAL FD COST OMA FUNDS
BREAKFAST: 4035 2910 1925 0 0 0 $0.00 $0.00 $0.00
LUNCH: 4393 2346 2045 0 2 0 $2.75 $2.25 $0.50
DINNER: 4558 2410 2140 0 0 0 $0.00 $0.00 $0.00
BRUNCH: 0 0 0 0 0 0 $0.00 $0.00 $0.00
SUPPER: 0 0 0 0 0 0 $0.00 $0.00 $0.00
NIGHT BRK: 0 0 0 0 0 0 $0.00 $0.00 $0.00
NIGHT DIN: 0 0 0 0 0 0 $0.00 $0.00 $0.00
Do you wish to print this screen? Enter Y<es or N<o

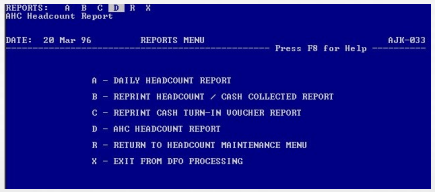
Monthly HC

Headcount Planning and Mgmt.

Management Reports



- ✓ Daily HC Report
  - 3 Day Report
- ✓ Headcount by Meal
- ✓ Automated Headcount Report
- ✓ FY Cash / Serial Number Report

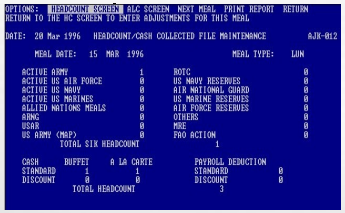

REPORTS: A B C D R X
AHC Headcount Report
DATE: 20 Mar 96
REPORTS MENU
Press F8 for Help
AJK-033
A - DAILY HEADCOUNT REPORT
B - REPRINT HEADCOUNT / CASH COLLECTED REPORT
C - REPRINT CASH TURN-IN VOUCHER REPORT
D - AHC HEADCOUNT REPORT
R - RETURN TO HEADCOUNT MAINTENANCE MENU
X - EXIT FROM DFO PROCESSING

Reports Menu

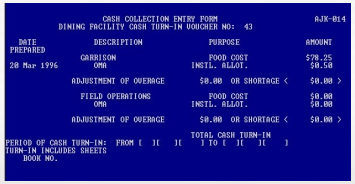
Headcount Planning and Mgmt.

Headcount Processing

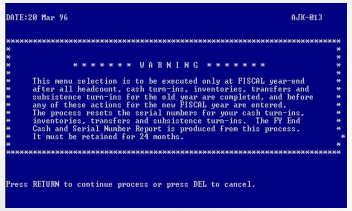
- ✓ Headcount / Cash Collected
  - Import - Adjustments
- ✓ Cash Collection
  - Cash Voucher
  - Closing Cash Voucher
- ✓ Reset Voucher Numbers


OPTIONS: HEADCOUNT/CASH SLC SCREEN NEXT MEAL PRINT REPORT RETURN
RETURN TO THE HC SCREEN TO ENTER ADJUSTMENTS FOR THIS MEAL
DATE: 28 Mar 1996 HEADCOUNT/CASH COLLECTED FILE MAINTENANCE AJK-012
MEAL DATE: 15 MAR 1996 MEAL TYPE: LUN
ACTIVE ARMY 1 ROTC 0
ACTIVE US AIR FORCE 0 US NAVY RESERVES 0
ACTIVE US NAVY 0 AIR NATIONAL GUARD 0
ACTIVE US MARINES 0 US MARINE RESERVES 0
ALLIED NATIONS MEALS 0 AIR FORCE RESERVES 0
ARNG 0 OTHERS 0
USAR 0 MAE 0
US ARMY (MAP) 0 FAO ACTION 0
TOTAL SIX HEADCOUNT 1
CASH BUFFET A LA CARTE PAYROLL DEDUCTION
STANDARD 1 1 STANDARD 0
DISCOUNT 0 0 DISCOUNT 0
TOTAL HEADCOUNT 2

Headcount / Cash


CASH COLLECTION ENTRY FORM AJK-014
DINING FACILITY CASH TURN-IN VOUCHER NO: 43
DATE PREPARED
DESCRIPTION
PURPOSE
AMOUNT
28 Mar 1996
GARRISON OMA
FOOD COST INSTL. ALLOT. $78.25 $0.50
ADJUSTMENT OF OVERAGE $0.00 OR SHORTAGE < $0.00 >
FIELD OPERATIONS OMA
FOOD COST INSTL. ALLOT. $0.00 $0.00
ADJUSTMENT OF OVERAGE $0.00 OR SHORTAGE < $0.00 >
PERIOD OF CASH TURN-IN: FROM [ ][ ][ ] TO [ ][ ][ ]
TURN-IN INCLUDES SHEETS
BOOK NO.
TOTAL CASH TURN-IN

Cash Voucher


DATE:28 Mar 96 AJK-013
******* WARNING *******
This menu selection is to be executed only at FISCAL year-end after all headcount, cash turn-ins, inventories, transfers and subsistence turn-ins for the old year are completed, and before any of these actions for the new FISCAL year are entered. The process resets the serial numbers for your cash turn-ins, inventories, transfers and subsistence turn-ins. The FY End Cash and Serial Number Report is produced from this process. It must be retained for 24 months.
Press RETURN to continue process or press DEL to cancel.

Reset

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The Army Center of Excellence, Subsistence
and The Directorate of Training

"Thank you for Attending"

AFMIS Training_
For The Dining Facility Manager

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